

**UNOFFICIAL/NOT YET APPROVED  
COUNCIL OF THE VILLAGE OF BOSQUE FARMS, NM  
MINUTES OF THE SPECIAL MEETING  
AUGUST 31ST, 2021**

**1. CALL TO ORDER**

Mayor Russell Walkup called the meeting to order at 5:30 p.m.

**2. ROLL CALL**

Present were Mayor Russell Walkup, Mayor Pro Tem Bill Kennedy, Councilor Richard Goshorn, Councilor Ronita Wood, Councilor Bryan Burks and the Clerk/Administrator Gayle Jones. Planning and Zoning Officer Mike Montoya and Mayor Sharon Eastman.

**3. APPROVAL OF AGENDA**

Councilor Burks moved to approve the agenda, striking items 6 and 7. Mayor Pro Tem Kennedy seconded the motion. **Motion carried unanimously.**

**4. CONSIDERATION OF APPROVAL OF LASERFICHE SERVER  
MIGRATION, UPGRADE & CREATION OF WORKFLOW TEMPLATES**

Mayor Walkup gave a brief description of the upgrade. Clerk Administrator Jones gave an explanation of the two types of training, one being virtual the other being in person. Total cost \$18,684.89 including gross receipts taxes. Councilor Wood made a motion to approve the Laserfiche server migration, upgrade & creation of workflow templates in the amount of \$18,684.89 including gross receipt taxes. Councilor Goshorn seconded the motion. **Motion carries unanimously.**

**5. CONSIDERATION OF PUBLICATION OF AMENDMENTS TO  
PERSONNEL POLICY 92-2**

There was review and discussion of the entire personnel policy. Mayor Pro Tem Kennedy made a motion to approve the publication of the amendments to the Personnel Policy 92-2. Councilor Burks seconded the motion. **Motion carries unanimously.**

**6. CONSIDERATION OF P & Z COMMISSION APPOINTMENTS**

No action, item was removed.

Council Meeting  
08/31/2021 page 2

**7. CONSIDERATION OF PURCHASE OF CISCO SYTEM FOR COUNCIL CHAMBERS**

No action, item was removed.

**8. ADJOURNMENT**

Mayor Walkup adjourned the meeting at 6:22 p.m.

**PASSED, APPROVED AND ADOPTED THIS 16<sup>th</sup> DAY OF SEPTEMBER 2021.**

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Russell Walkup, Mayor

(SEAL)

ATTEST:

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Gayle A. Jones, Clerk/Administrator